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TO: Special Assistant to the DD/A

8 March 1954

FROM: Comptroller

SUBJECT: Cable and Dispatch Control

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NO CHANGE in Class. ☒☐ DECLASSIFIED

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REFERENCE: Memo of [REDACTED] Special Assistant to the DD/A
Same Subject, dated 25 February 1954

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 20/3/78 By: [signature]


1. A review of the current cable and dispatch control system reveals a waste of time and effort resulting in delays in the receipt and release of cables and dispatches from and to field installations. This problem is most noticeable in relation to the activities of the Finance Division, as is illustrated in the attached answers to the nine questions which were received with reference. These answers are based on experience by the Finance Division.

2. Basically the problem is reduced to the fact that dispatches and cables regarding financial matters are delayed in transmission because they are not understood in their technical aspects and implications by non-finance personnel, and because of the internal routing within the Divisions to their Operating Branches, Administrative Officers, Budget and Fiscal Officers and, in some instances, to the Chief or his Deputy. Routine financial letters regarding the pay or travel accounts of individuals, citing balances of advance accounts, or directions to field Finance Officers regarding specific payments, are of doubtful value to the Area Division from a coordination or releasing standpoint inasmuch as the Finance Division records pertaining thereto would have to be checked in order to ascertain the correctness of the dispatch. It has long been the practice of all components of this Office to carefully coordinate all policy and procedural matters with all offices affected, and to that extent the forwarding of such correspondence to the Area Divisions for coordination rather than release would appear to be adequate from a control standpoint.

3. In some instances, Area Division representatives receive dispatches requiring Finance Division action, make personal or telephone calls to the Finance Division, receive general information relating to the problem in question, and make direct reply to the field dispatch. This action often results in erroneous information being dispatched to the field installation, due to the failure to furnish the specific circumstances surrounding the "hypothetical case" presented and/or the misinterpretation of the answers received.

4. In view of the facts and examples presented herewith, it is felt that direct communications with Field Installations by means of a CRYPTONYM indicating material for Finance Division action and/or

information only, would greatly reduce the delay in transmission of correspondence dealing with routine Finance matters, and would substantially increase the efficiency of the Finance Division as well as the Operational Divisions. The Finance Division presently has releasing authority for cables dealing with currency and funding matters, however, it is felt that this authority could reasonably be expanded to cover all routine technical finance correspondence. Correspondence would, of course, continue to be coordinated with all offices affected by the material discussed therein.


E. R. SAUNDERS
Comptroller

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Attachment